

**MONTANA MENTAL HEALTH NURSING CARE CENTER**

**STAFFING REQUIREMENTS**

**STIKE CONTINGENCY PLAN**

**DESIGNATED COORIDNATOR:**

**RESIDENTAL/TREATMENT UNIT OR  
NON-RESIDENTIAL POST ASSIGNMENTS: Administration**

| Supervisor             |        |                              | Phone                           |        |                       | Work: 538-7451                            |        |
|------------------------|--------|------------------------------|---------------------------------|--------|-----------------------|---|--------|
| Current Level Staffing |        |                              | Anticipated Management Staffing |        |                       | National Guard Recommended Staffing Level |        |
| Shift (8 hr)           | Number | Classification               | Shift (12 hr)                   | Number | Position Title        | Shift (12 hr)                             | Number |
| 8am-5pm                | 1      | Superintendent               |                                 | 4      | Management Positions  |   |        |
|                        | 3      | Department Supervisors       |                                 |        |                       |   |        |
|                        | 5      | Administrative Support Staff | 8am-8pm                         |        | Superintendent        |   |        |
|                        |        |                              | 8am-8pm                         |        | Clinical Support Dir. |   |        |
|                        |        |                              | 8am-8pm                         |        | Acct/Fiscal Manager   |   |        |
|                        |        |                              | 8am-8pm                         |        | Personnel Assistant   |   |        |
|                        |        |                              |                                 |        |                       |   |        |
|                        |        |                              |                                 |        |                       |   |        |
|                        |        |                              |                                 |        |                       |   |        |
|                        |        |                              |                                 |        |                       |   |        |
|                        |        |                              |                                 |        |                       |   |        |
|                        |        |                              |                                 |        |                       |   |        |

**Notes: Director of Clinical Support Services – Emergency Coordinator from 8pm to 8am.**